

AGENDA ITEM: Regional Library Network Development

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS:

Regional Planning Progress

Regional Liaisons from the CSL-LDS Library of California Team continue to attend regional planning meetings to assist regional planners with their efforts to establish fully functioning regional networks and to bring back to the Team issues, suggestions, and problems from the planning regions. Progress toward establishment is moving forward in all areas, although, understandably, at different paces in different regions and in different ways.

Regional Planning Groups, beyond the initial Core Regional Planning Groups, do not formally exist, as envisioned in the 1996 *Library of California* report, in almost any planning region. It is not clear that this is a problem at this point, as the Core Regional Planning Groups are, in most regions, using a variety of other mechanisms to gain general library and user input from throughout the region. It is an issue which bears watching and consideration by regional planners, as this was originally envisioned as a way to gain input, interest, and buy-in into the network and its services by the broader group of libraries throughout the region. Other methods can work, but if it is decided by a planning region not to use a formal Regional Planning Group as the mechanism to make final regional planning decisions, care will need to be taken to ensure that the purposes that were intended for that group are clearly accomplished by other decision making mechanisms. CSL-LDS Regional Liaisons will continue to work with planning regions regarding these issues to assist as they can be helpful, and we will continue to report progress and issues to the Board as these occur.

The first quarterly narrative and financial reports for the planning grants, due Oct. 31, 1999, are being received at CSL. Any issues or problems arising from these that need the Board's immediate attention will be analyzed prior to the November meeting and brought to the Board at that time. No such issues are expected at this point.

The planning regions have been presented with a draft list of items, from the Act itself, that need to be completed prior to the actual operation of a regional network (Exhibit A). Regional planners are in various stages of completion of these tasks. Some are actively working on needs assessments to help decide on the initial set of services most appropriate for the individual network to provide, while others are developing by-laws, others are documenting the existence of all potential member institutions in the region, and still others are considering formal regional planning with a neighboring planning region.

Statewide Meetings of Regional Planning Group Representatives

On August 2nd a meeting of Planning Group representatives was held at the State Library, primarily to consider options for legal forms of organization for the regional networks, as described by attorneys for the Sacramento law firm of McDonough, Holland, and Allen. A follow-up meeting was held with Planning Group representatives on Oct. 26th (agenda enclosed as Exhibit B).

At the October 26th meeting, a number of planning aids were provided. A draft of the law firm's paper on Legal Organizational Models was presented and discussed in depth with the regional planning representatives (Exhibit C). A final version of that report is being developed by the law firm, containing additional information and clarifications requested by the meeting participants. That will be shared with interested Board members as well, when it is received.

Other products and information provided to regional planners include:

- a.) data books, specialized for each region, prepared by the Institute For The Future (a sample of these will be provided to Board members at the November meeting);
- b.) initial data from consultant Liz Bishoff regarding organizational structures used and regional network issues faced by consortia and networks in other states; and
- c.) initial data from Himmel and Wilson consultants regarding interlibrary and direct loan programs in other states (their report will be presented to the Board on Nov. 12th).

Additional products which will be provided to regions by Liz Bishoff include sample by-laws, organizational documents, and plans of service. Additional products, which will be provided by McDonough, Holland, and Allen, include templates for non-profit incorporation documents, templates/instructions for filing for tax exempt status, and a detailed list of activities which must be completed to establish a regional network.

Financial Assistance to Regional Planning

Staff have reminded regional planners that, while adopting the original planning grants, the Board indicated a willingness to consider additional financial assistance to development of the regional networks, should any network find that needed. Regional planners are being encouraged to consider whether any such developmental assistance, for planning, for service development and testing, or for legal/administrative establishment is necessary, on a region by region basis. Staff Liaisons are ready to assist regions in definition of the needed assistance and the documentation that would be needed to take any such requests to the Board for potential action.

1999/2000 TIMELINE FOR REGIONAL PLANNING GRANTS

DATE	ACTIVITY
October 31	First quarter (July – Sept) planning grant report due
January 31, 2000	Second quarter (Oct – Dec) planning grant report due
February 16-18, 2000	Possible augmentations to planning grants by Board
April 26-27, 2000	Possible submission to LCB of 1 st establishment requests
April 30, 2000	Third quarter (Jan – Mar) planning grant report due
June 21-22, 2000	Possible initial networks approved
July 1, 2000	Possible initial networks in operation
July 31, 1000	Final planning grant report for 1999/2000 due

BACKGROUND AND SUMMARY:

The Library of California Act describes Regional Library Networks which, together, cover the state and constitute the Library of California. The general composition and services of the Regional Library Networks are described in Article 5 (18840-18849). Within the initial appropriation of \$5 million, “regional library network development” is identified as one of the five funding areas (Article 8, Sec. 2).

The Library of California Board is responsible for establishing Regional Library Networks and approving the plan for each Regional Library Network (Article 3, 18821). The plan shall include an organizational structure, bylaws, membership policies, a long-range plan, the endorsement of the charter members and geographical contiguity (Article 5, 18840).

The Library of California document outlines a planning process for the Regional Library Networks (pages 66-69). It includes the development of Regional Planning Groups and discusses the appointment process and their

responsibilities. A two-tiered planning process was envisioned, allowing for changes in network boundaries as a result of the planning process.

At the January 26, 1999 Library of California Board meeting the Board approved the provision of planning grants for the Regional Planning Groups and asked for a budget recommendation to be returned to it at its February 1999 meeting. The Board also approved the establishment of six planning regions.

At the February 24, 1999 Library of California Board meeting the Board authorized the expenditure of \$550,000 for planning grants for the Regional Planning Groups, as well as an allocation criteria for those grants. The Board also approved the establishment of two additional planning regions, bringing the total of planning regions to eight.

At the April 28, 1999 Library of California Board meeting the Board approved the currently established eight planning regions as the final Planning Regions for Regional Library Network development.

The Planning Grant applications were provided to the planning groups at the workshop on April 12-13, 1999 and were due back by May 31, 1999. All eight applications were received by May 28, 1999. The grant award packages were reviewed by staff by June 4, 1999 and submitted to the Budget Office on that date. The fiscal agents for each Planning Region have received their grant checks.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

1. Monitor the progress of Regional Library Network development, taking action as necessary.
2. Consider additional planning grants.

Relevant Committee:	Support Services
Staff Liaison:	Liz Gibson